

# **Woonsocket Senior Center**

## **Board of Directors Meeting**

### **Minutes of the October 26, 2011 Meeting**

**Attendance: Roger Bouchard, Debbie Chiacu, Pauline Demers, Dan Peloquin- Chair**

**Also Attending: Jill Anderson-Ex. Director of Senior Services, & Linda Plays, City of Woonsocket Department of Human Services**

- **Call to Order: Meeting was called to order by Chairman Peloquin at 10:35 a.m.**

- **Approval of Minutes: Review and approval of minutes of the September 21, 2011 meeting. Demers clarified lease agreement to say Woonsocket Senior Citizens Center (again the last meeting minutes reflected that RSVA/RSVP no longer rented space in the building) . Demers also said that she wanted to be on the record of inquiring what RSVA paid per square foot; Anderson said it was going to be \$ 4.94. (The minutes reflecting approximately \$ 5.00 per square foot. MOTION made by Wojcik to approve seconded by Joly. All in favor to approve minutes as presented.**

- **Public Comment: Anderson gave an update on the weekend activities, evening groups. Three AA groups have been retained—all have agreed to pay the \$ 25 per meeting fee, with a \$ 100 deposit and**

leases have been signed. The True Victory Apostolic Church has also stayed, provided proof of insurance as well. All Cub Scout and Girl Scout groups have left. Anderson showed the available building space to 2 HMO organizations, but unfortunately, the space didn't suit their needs. Anderson said that the rugs need to probably be replaced where RSVA was. She did say some of the areas could be steam cleaned, but not all—do to substantial wear. Wojcik said in order to properly show the space it should be in presentable condition. Anderson also told the group that Senior Services was awarded a grant from the Levy Foundation for \$ 20,000 for the purchase of a new dishwasher. This would cover most of the cost. Peloquin asked if the dishwasher would be the property of Senior Services and Wojcik said that would be correct. Anderson also spoke about exhaust vents over stove hoods need to be replaced (13) at approximately \$55 each Anderson said this would be the time if the floor is going to be replaced; this would be the time to do it and asked for the city to review. Wojcik said that the capital expenses may be used under the direction of Paulette Miller, Federal Grants Administrator. If not he said that a possible Mayoral amendment could be made through the CDBG program funds. Wojcik estimates that the kitchen would be closed for a substantial time in order for the kitchen floor to be replaced. Chiacu asked about how meals would be prepared during this time. Anderson did agree that coordination would have to take place.

Chiacu requested copies of inspection reports from Anderson. Wojcik said they are also available online through the Department of

**Health.**

**Anderson told the group that she was having an organized “fire drill” for the Senior Center.**

**• Presentation of Vouchers: Routine monthly vouchers were presented at this meeting. MOTION to approve routine/utility vouchers by Wojcik and seconded by Gaulin. All in favor to approve vouchers as presented with the exception of the voucher submitted by RSVA, Inc. MOTION by Wojcik and seconded by Bouchard to deny the request for payment by RSVA for \$ 7,093.16 for the reimbursement for sick and vacation time for their employees. All in favor to deny.**

**• Other Business: Demers asked about the Verizon bill and it's monthly. Plays said she hadn't received the monthly bill and was still researching it. Demers asked about the mold issue. Anderson said there was only one employee that had voiced an earlier concern to her. Anderson did say that this employee was asthmatic as well and was an employee of Senior Services. Anderson said that this employee complained about the same time that RSVA was moving out of their office. Wojcik said that mold issues would be put on the future agenda for the board's discussion. Demers said she had prior memos pertaining to this subject. Demers asked if the employee had submitted a written complaint. Anderson replied she had not. Wojcik said that remediation costs/inspection would be pursued. Wojcik also spoke about board members whose terms expired. Chiacu and Joly**

would speak to Plays. Demers spoke about rental rates. Bouchard said he is under the impression that he would just be dealing with issues pertaining to the “building”. Wojcik said the Senior Services board of director’s responsibility is to establish rental rates. Peloquin agreed that if renters wanted to pay certain amounts it would be between them and Senior Services.

- **Adjournment**—The Chair said the next meeting would be on November 23. **MOTION** was made to adjourn by Wojcik and seconded by Chiacu. All in favor. The meeting was adjourned at 11.32 a.m.

**Respectfully Submitted by**

**Linda S. Plays**